



## CITY OF SAN BRUNO

Community Services Department

### MEETING MINUTES

#### Senior Citizens Advisory Board September 17, 2019

1. **Call to Order/Roll Call:** Chair Carmichael called the meeting of the Senior Citizens Advisory Board to order at 9:00 a.m. Board Members Present: Chair Carmichael, Vice-Chair Chu, Epperson, Goff, Green, Luzaich, and Treasurer Hornung. Board Members Excused: Tracey. Staff Present: Clyma, Cruz, Magrini, Tessier, and Wallace.
2. **PLEDGE OF ALLEGIANCE:** Chair Carmichael led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the August 20, 2019 meeting.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:**  
William Kaktis requested that the bulletin board include a calendar.
7. **UNFINISHED BUSINESS:**
  - a. Receive and file Treasurer's Report – July 2019 (Hornung). August still being reconciled.
  - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Report, and Senior Center Historical Front Desk Sign In Data (Tessier)
  - c. Receive and File Events Committee Minutes – **Chair Carmichael** recommended sessions on wealth preservation and on Medicare coverage. **M/S Goff/Green.** Passed 7-0-1.
  - d. Information Regarding Request for Art Work at the Senior Center – **Superintendent Wallace** attended to answer any questions. **Vice-Chair Chu** asked about the scoring system for artists. **Director Magrini** explained there would need to be a sub-committee of two members from the board. **Chair Carmichael** asked if there was interest in forming a sub-committee. No second to the motion.
  - e. Pending Facility Projects Update – **Director Magrini** stated that there is a new recycling bin and working with Public Works on the actual sizing of the trash enclosure for all of the bins to fit into and enough clearance for access. **Vice-Chair Chu** asked about losing the handicapped space and Director Magrini doesn't think it will be lost. **Board Member Goff** asked about restriping. **Director Magrini** said that there isn't a timeline yet. Discussion about staff parking area. **Director Magrini** stated that the stainless steel countertop has been installed and the double door off

of the lobby to the deck will be installed within the next month or so. New card tables are in the rotation. Part of budget process is the 15 year ADA transition plan. This year will focus on signage, maneuvering space, and tread stripping. **Vice Chair Chu** stated there are issues with many of the full size tables having tape of the corners. **Director Magrini** stated a goal this year's budget cycle is to get a more robust equipment reserve list.

**8. NEW BUSINESS:**

- a. 2019 Volunteer Party – **Supervisor Tessier** stated it will be on Saturday, January 25<sup>th</sup>. The theme will be Volunteers Juggle Everything. Committee will meet in October.
- b. New Parks and Facilities Manager Position Approved – **Director Magrini** announced the position was approved at the last City Council meeting. It will be the manager of the two supervisors as well as the staff that report to those positions. Deadline to apply will be on September 20<sup>th</sup>.

**9. ITEMS FROM BOARD MEMBERS:** None.

**10. ITEMS FROM STAFF:**

- a. Limited Custodial Coverage September 26-October 16, 2019 – **Director Magrini** discussed the staffing during this time period.
- b. Upcoming Fall Special Events – **Director Magrini** announced that there are two more Concerts in the Park followed by Movies in the Park. Family overnight will be September 27<sup>th</sup> after the movie. **Superintendent Wallace** announced the library's book sale on October 5<sup>th</sup>. **Supervisor Tessier** announced that the variety show will take place on Friday, September 20<sup>th</sup>. **Director Magrini** announced that the Board's presentation to City Council is on Tuesday, September 24<sup>th</sup>. Chair Carmichael will be giving the presentation.
- c. Photo for Annual Report – Take following meeting
- d. Annual Piano Tuning – **Supervisor Tessier** stated the piano has been scheduled for tuning. The Trust Fund usually pays for this.
- e. Pool Table Repairs – **Supervisor Tessier** stated it was last done in 2017 and she is researching companies. The Trust Fund has previously paid for this.

**11. ADJOURNMENT:** Meeting was adjourned at 9:45 a.m.